

**BOARD OF SELECTMEN
TOWN OF EAST WINDSOR
11 RYE STREET
EAST WINDSOR, CONNECTICUT 06088**

MINUTES OF REGULAR MEETING

Tuesday, February 5, 2013 at 7:00 p.m.

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Alan Baker, Dale Nelson, Richard P. Pippin, and James C. Richards
Members Absent: None
Others: Kathleen Pippin, D. James Barton, Victor DeCapua, Charles Riggott, Linda Sinsigallo, Marie DeSousa, Beverly Percoski, Daniel Nadeau, Cherie Martyn, Elizabeth LeBorious, Jennifer DiMauro, Pauline Legassie, Catherine Crouch, Kathleen Bilodeau, Jane Simpkins, many residents from Park Hill and others
Press: Justin Kloczko (Journal Inquirer)

I. Call to Order

First Selectwoman Denise Menard called the Regular Meeting to Order at 7:01 p.m., in the Town Hall Conference Room.

II. Attendance

Denise Menard, First Selectwoman
Alan Baker, Deputy First Selectman
Dale Nelson, Selectwoman
Richard P. Pippin, Jr., Selectman
James C. Richards, Selectman

III. Added Agenda Items

None.

IV. Approval of Minutes

Regular Meeting of January 15, 2013

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (4-0) (In Favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – none) that the Board of Selectmen approves the Regular Meeting Minutes of January 15, 2013 as presented.

V. Communications

a. Letter from CIRMA Regarding 2013 CIRMA Risk Management Achievement Award

Ms. Menard indicated that in the Board Member's packets is a letter from CIRMA dated January 1, 2013. She read from the letter. CIRMA recognizes the Town of East Windsor for the outstanding efforts of the First Selectman and the Town's Safety and Health Committee to bring employees and managers from all operations together to achieve and maintain a safe and healthy workplace. With support from executive leadership, the committee reinforces existing town risk management initiatives by promoting staff training and safety awareness. Meetings include accident investigations reviews and discussions on potential hazards throughout the town, and are used as a forum for communicating recommended action to leadership. For these ongoing efforts, CIRMA recognizes the Town of East Windsor and its Safety and Health Committee in the category Outstanding Commitment and Results from Safety Committee.

b. Connecticut Department of Labor, Labor Force Data for Labor Market December 2012

Ms. Menard indicated that in the Board Member's packets is a copy of the Connecticut Department of Labor, Labor Force Data for Labor Market Areas and Towns as of December of 2012 for their review.

c. East Windsor Scout Hall Building Committee

Ms. Menard indicated that in the Board Member's packets is a document entitled "East Windsor Scout Hall Building Committee, Inc., 'Scout Hall Youth Center'". Within this document is a history of Scout Hall, five year plan, lease agreement with the Town of East Windsor, and grants. Ms. Menard remarked that the Scout Hall is another example of outstanding volunteers that live in the Town of East Windsor. The five year plan includes installing a one acre pond and has the land cleared, trails in wood areas has been mapped and laid out by Mr. Jay Ursery of J. R. Russo as a donation to Scout Hall; grants are in progress for corduroy walkways so the trails are assessable all year round; a grant for a concrete weir for ice skating is in progress; goal is to become more accessible for camping, hiking and outdoor for groups and residents; and, constructing a 40x40 cabin in the

wooded area with bathrooms and one meeting room. Ms. Menard indicated the group is doing great things!

d. Letter from the State Elections Enforcement Committee

Ms. Menard indicated that in the Board Member's packets are two letters one from the State Elections Enforcement Commission dated January 14, 2013 and one from State of Connecticut, Division of Criminal Justice dated January 2, 2013 both in regards to a complaint of Judith Rajala. Ms. Menard commented that when the accusations against her were brought by Ms. Rajala, she discussed it in public. Now that both the State Elections Enforcement Commission and Division of Criminal Justice have responded to those complaints, she would like to share their findings in public. She read from the Division of Criminal Justice wherein it was indicated that after reviewing the documents, it was concluded that the allegations do not rise to the level of criminal activity and, therefore, will not be investigated any further by the agency. She also read from the letter of the State Elections Enforcement Commission wherein it stated that at a meeting on December 19, 2012, the Commission voted unanimously the Findings and Conclusions, and the complaint was dismissed and the file was closed.

e. Thank You from East Windsor Ambulance

Ms. Menard indicated that in the Board Member's packets is a thank you from East Windsor Ambulance Association for the memorial donation made in the memory of Mr. Tim Golden.

f. Newspaper Article Regarding STR Holdings

Ms. Menard commented that in the Board Member's packets is a copy of an article which was in the *Hartford Courant* on Thursday, January 24, 2013 regarding the closing of STR Holdings. She remarked that two years ago the Town was celebrating their arrival. Unfortunately, the company will be closing and all the employees in East Windsor will be laid off.

g. Letter from East Windsor Housing Authority

Ms. Menard remarked of a letter from the East Windsor Housing Authority dated January 16, 2013, a copy of which is in each of the Board Member's packets. The letter is in regards to the PILOT and the Cooperation Agreements and a question concerning the actual amount of the PILOT percentage that the Authority is responsible to pay. At an Executive Session Meeting of the Authority of January 15, 2013, it was voted to officially request that the Town of East Windsor, validate, by providing an original Cooperation Agreement, specifying the actual percentage amount that the Authority should be paying for all three properties.

The Housing Authority would like this document to be provided for direct review. Ms. Menard indicated once she has that information, same will be provided to the Housing Authority.

h. Letters from Warehouse Point Fire District

Ms. Menard commented on two letters she has received from the Warehouse Point Fire District dated January 28, 2013 and January 29, 2013. She commented that the first letter is a request to be placed on the agenda to discuss the Capital Improvement Projects which will be discussed later in the meeting under New Business. The other letter is an FOI request formally requesting any and all documents associated with the purchase of a 2009 Pierce Pumper Fire Truck for the Warehouse Point Fire District.

VI. Selectman's Reports

a. Denise Menard, First Selectwoman

Ms. Menard remarked that she has been extremely busy due to the budget preparations, Capital Improvement Projects Advisory Committee Meeting and Shared Services Meetings. She was unable to put together a report for this evening's meeting.

b. Alan Baker, Deputy First Selectman

Mr. Baker commented on the recent activities of the American Heritage River Commission. The Commission will be expanding a trail. They have received a grant from Federal and State which is due in March. The upcoming duck race and cardboard boat race were discussed.

Mr. Baker commented on the recent Planning and Zoning Meeting which took place. This meeting was a light meeting and Ms. Maltese discussed the new score board which is being constructed. Sidewalk fund/Open Space fund was discussed and the strategy of using same was discussed. The Conservation Commission has been very busy. Information was submitted in regards to the community farms in town and the ability to get grants to for farms.

Mr. Baker remarked about the Agricultural Commission, this is a new commission in town. They are planning activities for planting season in the spring. A work party is being planned to clear land of roots and rocks for spring planting. Two horse teams will be used to clear the land for the gardens. The Farmer's Market has applied to accept WIC and SNAP as payments. The program was piloted in October and it was well received.

c. Dale Nelson, Selectwoman

Ms. Nelson commented that she attended the recent Pension Commission meeting on January 23, 2013. She indicated the Town and WPCA have paid for their contributions; however, the Board of Education has not and it was mentioned that the Board needs to pay their contribution in a timely manner. The Treasurer is going to follow up with the Board of Education.

Ms. Nelson remarked about the recent Police Commission Meeting wherein it was discussed that the police department will be looking for an added appropriation to their budget. She also commented about recent Capital Improvement Projects Advisory Committee Meetings which she attended on January 24 and January 30. They have finished listening to presentations. On January 31, 2013, she attended the business forum sponsored by the EDC, it was held at LaNotte Restaurant. It was well attended.

Ms. Nelson mentioned that she attended another Capital Improvement Projects Advisory Committee Meeting which was held on February 4, 2013. The Committee is starting to prioritize the projects and it has been the general consensus of the group to recommend 3% of the budget for the funding of the projects.

Ms. Nelson indicated she was unable to attend the Broad Brook Fire Department and Warehouse Point Fire District meetings. She quickly mentioned the Board of Selectmen and Board of Education Public Hearing which was held before this meeting, and no one from the public attended.

January 8, 2013. The Public Safety Departments presented their requests. On January 9, 2013, she attended the Police Commission Meeting. The Commission has scheduled a budget workshop meeting at the Police Department on January 23, 2013. The Chief has had meetings with the Fire Departments and the school's administration regarding the security and safety of the district's schools.

d. Richard P. Pippin, Selectman

Mr. Pippin commented that he attended all of the Capital Improvement Project Advisory Committee meetings as Ms. Nelson. He did attend the business forum hosted by the EDC. It was well done and well attended.

Mr. Pippin mentioned the recent WPCA meeting on January 30, 2013, negotiations with the union for the new contract. Two applications were received; one on South Water Street and one on South Main Street, both were accepted and three more sewers are connected to impose a facility connection charge. During the unfinished business portion of the meeting, a discussion was held regarding

collecting delinquent sewer fees. Ten bids have been received for the North Road Sewer project. The lowest bid was \$631,000 and the highest bid was \$1.5 million dollars, which is under the engineering estimate. The contract was not awarded. A discussion of a problem with a pump station was also held. It was a quick meeting.

e. James C. Richards, Selectman

Mr. Richards stated he attended the recent Shared Services Meeting, which is progressing and moving forward. The recent Board of Education Meeting wherein it was discussed the children are excelling. The business forum was well attended. The EDC met quickly during the business forum discussing the Super Wal-Mart and the studies of other cities which a Super Wal-Mart was built and the increase of property values surrounding the Super Wal-Mart. This will benefit Route 5 and getting traffic from South Windsor. He thanked everyone who came to the forum on behalf of the EDC.

VII. Public Participation

Ms. Cherie Martyn of Park Hill addressed the Board. She read from a letter addressed to the Board of Selectmen dated February 5, 2013 from the Park Hill Tenant Association. "The Park Hill Tenant Association, of which is represented here tonight, would like to whole-heartedly endorse the appointment of Corrine Boutin Shemerluk to the Housing Authority Commission.

We, the residents of Park Hill, are familiar with Ms. Shemerluk, as she has been involved in the past activities and events as Park Hill, and has demonstrated a genuine interest in the quality of life of the residents. We ask that you would appointment her to the commission, without reservation.

We, the residents of Park Hill, having formed a Tenant Association, as recommended by the Department of Economic and Community Development, of the State of Connecticut, are also hereby requesting that our Association be notified before the Board of Selectmen appoint any future commissioners to the East Windsor Housing Board. We are asking this officially, under Connecticut General Statute, number 8-41, which states that, 'Any tenant organization composed of tenants who reside in an authority, may indicate to the appointing body, its desire to be notified of any pending appointment of such commissioner'.

We trust that our town leaders will honor this request, made publically and with witnesses present, to inform our Tenant Association of future potential appoints to our Commission, and therefore, remain compliant with the law set forth by the Connecticut General Assembly. Respectfully Submitted, Park Hill Tenant Association" Eighteen people signed a copy of this document. A copy of the letter was given to each of the Board Members.

Ms. Elizabeth LeBorious of 16 Church Street, addressed the Board. She asked the Board to consider her as a candidate for the East Windsor Housing Authority. She would like the opportunity to serve the community. She has been a resident of East Windsor all of her life. In her capacity as Manager of Youth Family Development at CREC, she manages \$1.5 million dollar budgets, writes federal and state grants, and manages 95 after school programs. She was appointed by State Sen. O'Leary to the Connecticut Alcohol and Drug Commission. She has served on Enfield Juvenile Board, Enfield First Cultural Arts Commission and several leadership commissions. She would like to serve her community, in particular on the Housing Authority, as it is an essential service and she believes she has the skill set to serve on the Board. She would greatly appreciate the Board's consideration.

VIII. Board and Commission Resignations and Appointments

a. Resignations:

Elizabeth Burns, East Windsor Housing Authority

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0) (In Favor – A. Baker, D. Nelson, J. Richards, R. Pippin; Opposed – none; Abstained – none) that the Board of Selectmen accepts the resignation of Ms. Elizabeth Burns, of the East Windsor Housing Authority, with deep regret and to send a letter thanking Ms. Burns for her service.

John Burnham, Constable

A motion was made by Ms. Nelson and seconded by Mr. Richards that the Board of Selectmen accepts the resignation of Mr. John Burnham, Constable, with deep regret.

A discussion was held. It was noted that it was premature to vote on this resignation due to the fact that in his letter of resignation, Mr. Burnham noted that the reason for his resignation was to become a member of the Housing Authority and he has not yet been appointed to the Housing Authority. It was noted this resignation should be tabled until further in the meeting. Ms. Nelson rescinded her motion and Mr. Richards rescinded his second.

b. Re-Appointments:

Volunteer Incentive Committee

- 1. Cal Myers (R), At Large Member, 4 year term expiring 12/31/16**
- 2. Daniel Schnobrich (U), At Large Member, 4 year term expiring 12/31/16**
- 3. David Lockwood (U), Regular Member, 4 year term expiring 12/31/16**

Ms. Menard mentioned that Ms. Nelson is the Board of Selectmen liaison, in the past it was Mr. Gilbert Hayes. Mr. Hayes was recently appointed as the Board of Finance liaison. It would be appropriate to appoint all members at once.

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (3-0)(In Favor – A. Baker, R. Pippin, and J. Richards; Opposed – None; Abstained – D. Nelson) that the Board of Selectmen add to the Agenda, Appointments of Dale Nelson and Gilbert Hayes to the Volunteer Incentive Committee.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, R. Pippin; Opposed – none) that the Board of Selectmen re-appoints Mr. Cal Myers (R), At Large Member, and Daniel Schnobrich (U), At Large Member, to the Volunteer Incentive Committee, for four year terms expiring December 31, 2016.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, R. Pippin; Opposed – none) that the Board of Selectmen re-appoints Mr. David Lockwood (U), Regular Member, to the Volunteer Incentive Committee, for four year term expiring December 31, 2016.

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (3-0)(In Favor – A. Baker, R. Pippin, and J. Richards; Opposed – None; Abstained – D. Nelson) that the Board of Selectmen appoint Ms. Dale Nelson to represent the Board of Selectmen on the Volunteer Incentive Committee, for a term expiring December 31, 2013.

It was **MOVED** (Pippin) and **SECONDED** (Richards) and **PASSED** (3-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstained – None) that the Board of Selectmen appoint Mr. Gilbert Hayes, to represent the Board of Finance on the Volunteer Incentive Committee, for a term expiring December 31, 2016.

c. New Appointments:

East Windsor Housing Authority

- 1. Corrine Shemerluk (U), Regular Member, 4 year term expiring 12/31/16**
- 2. Elizabeth LeBorinous (D), Regular Member, 4 year term expiring 12/31/16**
- 3. John Burnham (R), Regular Member, 4 year term expiring 12/31/15**

Ms. Menard indicated the Board can chose from three candidates for two open seats on the East Windsor Housing Authority. Mr. Richards inquired if there were alternates on this Board. He was told that this was a five member board. She indicated currently there are two democrats and one republican on the Board.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoint Mr. John Burnham (R), a Regular Member to the East Windsor Housing Authority, to a four year term expiring December 31, 2015.

A motion was made by Ms. Nelson and seconded by Mr. Pippin that the Board of Selectmen appoints Ms. Elizabeth LeBorious (D), a Regular Member to the East Windsor Housing Authority, to a four year term expiring December 31, 2016.

A discussion was held. Mr. Richards indicated he has known Corrine for thirty years personally and business. This situation is a unique situation in that three people are looking to be appointed to one board which only has two vacancies. Mr. Pippin also mentioned he knows Corrine too, but Ms. LeBourious has a lot of credentials which would be utilized well with the Housing Authority.

A vote was taken:

In Favor: D. Nelson, A. Baker, and R. Pippin

Opposed: J. Richards

Motion passed 3-1.

Park and Recreation Commission

Robert Leach (R), Regular Member, 4 year term expiring 10/1/15

It was **MOVED** (Richards) and **SECONDED** (Pippin) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Mr. Robert Leach (R), a Regular Member to the Park and Recreation Commission, to a four year term expiring October 1, 2015.

North Central District Health Department Board
Leonard Norton (R), Regular Member, 3 year term expiring 3/1/14

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Mr. Leonard Norton, (R), a Regular Member to the North Central District Health Department, to a three year term expiring March 1, 2014.

Water Pollution Control Authority
D. James Barton (D), Alternate Member, 4 year term expiring 2/1/18

Ms. Menard indicated that there has been controversy on the application and Mr. Barton will agree. Mr. Anderson and Mr. Alibozek were approached for references; however, they have contacted the Board and have rescinded their reference. Mr. Charles Riggott is also listed as a reference.

It was **MOVED** (Richards) and **SECONDED** (Nelson) and **PASSED** (3-1)(In Favor – D. Nelson, A. Baker, and J. Richards; Opposed – R. Pippin; Abstained – None) that the Board of Selectmen will postpone to a future agenda the application of D. James Barton (D), Alternate Member of the Water Pollution Control Authority, a four year term expiring February 1, 2018 until such time Mr. Barton can obtain two new references for his application.

Elderly Commission
Nancy Polmatier-Thurston (R), Regular Member, 4 year term expiring 6/1/14

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, R. Pippin, D. Nelson, and J. Richards; Opposed – None; Abstain – None) that the Board of Selectmen appoints Ms. Nancy Polmatier-Thurston (R), a Regular Member to the Elderly Commission, to a four year term expiring June 1, 2014.

Emergency Management Advisory Council
Nancy Polmatier-Thurston (R), Regular Member, 4 year term expiring 12/1/14

It was **MOVED** (Richards) and **SECONDED** (Baker) and **PASSED** (4-0)(In Favor – D. Nelson, A. Baker, R. Pippin, and J. Richards; Opposed – None; Abstained – None) that the Board of Selectmen will postpone to a future agenda the application of Nancy Polmatier-Thurston (R), Regular Member, 4 year term expiring December 1, 2014 to the Emergency Management

Advisory Council until confirmation from Ms. Polmatier-Thurston that she has interest in serving on this board.

Volunteer Incentive Committee

Gilbert Hayes (D), Regular Member, 4 year term expiring 12/31/16

Previously appointed in the meeting.

Board of Education

Randi Reichle (R), Regular Member, 4 year term expiring 11/17/15

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (4-0)(In Favor – D. Nelson, A. Baker, R. Pippin, and J. Richards; Opposed – None; Abstained – None) that the Board of Selectmen recommends to the Board of Education Ms. Randi Reichle (R), as a Regular Member, 4 year term expiring November 17, 2015.

Resignation:

John Burnham, Constable

It was **MOVED** (Richards) and **SECONDED** (Nelson) and **PASSED** (4-0) (In Favor – A. Baker, D. Nelson, J. Richards, R. Pippin; Opposed – none; Abstained – none) that the Board of Selectmen accepts the resignation of Ms. John Burnham, Constable, with deep regret.

IX. Unfinished Business

a. Discussion Regarding Costs and Training of Election Workers to Include Registrar of Voters

Ms. Menard invited the Registrar of Voters and others to discuss with the Board the costs and training of election workers. Ms. Linda Sinsigallo, Mr. Dan Nadeau, Ms. Terry Wilmingham, and others addressed the Board. Ms. Sinsigallo indicated to the Board she had sent information previous to the meeting which was requested of the cost of training election officials and registrars. Ms. Nelson had a form dated April 27, 2012 of the breakdown of what surrounding towns pay election workers. She gave everyone a copy of same. Ms. Menard indicated that it was brought to the Board's attention the amounts which are paid to election officials during an election. It was explained that the head moderator talks to the other moderators to gather the information which needs to be reported to the Secretary of State and the head moderator reports same to the Secretary of State. In the Town of East Windsor, that person is Ms. Terry Wilmingham. Ms. Nelson inquired as to training. She gave the example at the last election, Registrar of Voters, Mr. Dan Nadeau, was ill and unable to attend the election. She inquired

what procedures are put into place when this happens. Mr. Nadeau commented that the moderators run the election, one democrat and one republican. Ms. Sinsigallo indicated she remembers getting the call that Mr. Nadeau was in the hospital the Sunday before the election and Mr. Nadeau would be unable to help set up the polling areas. She mentioned during the set up of the polling stations, the machines with the memory cards were tested and only one memory card worked. Ms. Menard commented that no one faults Mr. Nadeau for being sick, but after the polls closed on that day there were a lot of confusion, concerns that the filing with the Town Clerk had to be redone and the concern is that this was a Presidential election and the results could not be read. It was asked as to how much training does the moderators and other election officials receive. Ms. Wilmingham indicated that as far as the election process, the State had changed the process. The Town Clerk did not receive the email which was sent three days before the election, apparently due to the email system of the Town being down; the correct paperwork was not received. Ms. Kathy Bilodeau indicated that the printouts were reading backwards. She also indicated that in Warehouse Point, the Annex was actually hosting two districts, District 57 and 59. All the forms were working for people voting in District 59; however, there were problems with those voting in District 57. Ms. Sinsigallo indicated that there was a problem programming the memory cards, they were received this way. Ms. Sinsigallo indicated that the memory cards are State mandated and the Town is responsible for the purchase of same. Back in 2008, the State of Connecticut paid for the ballots but this has changed and the Town is now responsible for the memory cards and printers. Ms. Sinsigallo indicated she has been talking to registrars from surrounding towns to see how they go about using printers and memory cards. Mr. Nadeau indicated that seven cards were sent to the Town of East Windsor, however, only one out of the seven were working. It was asked if a complaint was made to the Secretary of State. Ms. Sinsigallo indicated it has been reported verbally but not in writing.

The discussion continued regarding the pay levels of the registrars and the other election officials. Ms. Menard indicated the Registrars request a budget and the salaries are computed within that budget. Ms. Nelson inquired if different elections have a different pay scale. Mr. Richards inquired why in this chart that was given regarding surrounding towns, why the Town of East Windsor did not respond. Ms. Menard commented that rather than pointing fingers, she suggested that the registrars provide the information within the chart and return it to the Board of Selectmen. Mr. Richards commented that he would like that information especially during budget talks. He suggested hiring the youth, community service kids, to come in and help with the elections to cut costs. The issue of training of the youth, wearing appropriate attire, and having experienced election workers was discussed at length. It was noted that the Board of Education would have to approve the kids working during school hours. It was also noted that election hours are usually from 5:00 a.m. to 11:00 p.m. or later, and it is not legal to have minors work those many hours.

A lengthy discussion was held regarding salaries, payment to election officials and training of election officials.

The discussion then turned to polling places and the possibility of changing the location of the polling place in Broad Brook. The polling place in Broad Brook is the Town Hall and it is very difficult to have voting and business as usual in the Town Hall during an election. The suggestion of having the polling place either combined with Warehouse Point and have the voting at Scout Hall. Another suggestion was to have the polling place at the schools or at the Senior Center.

Board Recessed at 8:47 p.m.

Board Reconvened at 8:56 p.m.

X. New Business

a. Discussion of Warehouse Point Fire District Request Regarding CIP Policy

Ms. Menard introduced to the Board, Mr. Victor DeCapua and Mr. Jim Barton, of the Warehouse Point Fire District. Ms. Menard gave to all the Board Members, Mr. DeCapua and Mr. Barton a copy of the current CIP Policy. Mr. DeCapua indicated that the Fire District has been told that they cannot receive funds from the CIP because the Town does not own the building pursuant to the legal opinion of the Town Attorney. It is noted that all CIP projects have to be over \$20,000 in order to be considered under the CIP policy. Mr. DeCapua indicated the Fire District cannot exist without funding from the Town. The District has two fire houses and they are in constant need of repair. For example, the underground oil tanks have to be removed due to state mandates, which are estimated to cost \$12,000 to \$20,000. The parking lot/driveway had to be repaired and the District was required to take funds from the operating budget to fund the repair. Ms. Menard inquired about property that the District owns and the possibility of selling same to fund the projects that need to be funded. Mr. DeCapua indicated the District does not own properties, only the property that the fire houses are located. He indicated the fire department owns the land in which Ms. Menard is speaking of, not the district. They are two separate entities. The fire department is considered a social organization similar to the Lions or Rotary. Mr. Barton indicated that the fire district provides fire protection to the Town and the department is a social organization. Mr. Barton continued to say that in the 1970s the district taxed and the Town of East Windsor paid the district for fire service. Then the Town took over the funding of the fire department rather than paying for the service. Mr. Barton continued indicating that the budget request that the District makes to the Town is for the operation budget, not for maintaining the buildings. It was asked why is it different than Broad Brook Fire Department. It

was indicated that the Town owns the Broad Brook Fire House whereas the Warehouse Point Fire District owns their fire house.

A discussion was held regarding the fire district and the possibilities of taxing, similar to Enfield which has five fire districts and taxes each district. It was noted if the Warehouse Point Fire District does tax the citizens for fire service, they would have to have open elections and budget discussions. During this discussion, it was brought up as to why the Town of East Windsor has two fire departments. It was noted by Mr. DeCapua that if the fire departments merged it would cost the town more money, volunteers would be less and the town would have to pay hundreds of thousands of dollars for fire service which would include paying for firemen.

A lengthy discussion was held regarding the request to change the CIP policy wherein the town would provide funding for the maintenance and upkeep of the fire house even though the town does not own the building.

It was **MOVED** (Richards) and **SECONDED** (Nelson) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, R. Pippin and J. Richards; Opposed – None; Abstained – None) that the Board of Selectmen will not amend the current CIP Policy.

b. Approval of Tax Refunds

Ms. Menard discussed two Applications for Refund request from the Tax Collector wherein Ms. Kimberly Lord, Tax Collector is requesting under Connecticut General Statutes Section 12-129 a refund from the Town of East Windsor in the amount of \$10,722.92 dated January 29, 2013 and a refund from the Town of East Windsor in the amount of \$3,741.22 dated February 1, 2013.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, and R. Pippin; Opposed – None; Abstained – None) that the Board of Selectmen approves the tax refunds in the amount of \$10,722.92 pursuant to the tax collector's request dated January 29, 2013.

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (4-0)(In Favor – A. Baker, D. Nelson, J. Richards, and R. Pippin; Opposed – None; Abstained – None) that the Board of Selectmen approves the tax refunds in the amount of \$3,741.22 pursuant to the tax collector's request dated February 1, 2013.

XI. Budget Matters

a. Current Budget

Copies of the current budget were given to all Board Members for their review.

b. 2013-2014 Budget

Ms. Menard indicated the next agenda will have budget discussions for 2013-2014. A public hearing was held before this meeting regarding the budget for fiscal year 2013-2014 and unfortunately, no one from the public attended.

c. Transfers Fiscal Year 2012-2013

Ms. Menard gave to all of the Board Members a chart which explains the transfers being requested. She indicated the first two transfers are for two former employees for retirement enhancement. The last transfer is to open a line for payment of a part-time employee for Parks and Recreation.

A brief discussion was held.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen approves and recommends to the Board of Finance the transfers listed on Exhibit A attached hereto and recommend to a Town Meeting, if necessary.

XII. Executive Session (pursuant to Connecticut General Statutes Section 1-200 (6) (a) Personnel and Section 1-200 (6) (b) Pre-Litigation and Section 1-200 (b) contracts

It was **MOVED** (Nelson) and **SECONDED** (Pippin) **PASSED** (4-0) (In favor – J. Richards, R. Pippin, D. Nelson, A. Baker; Opposed – none) that the Board of Selectmen enters into an Executive Session discussion to preserve confidentiality.

The Board entered into Executive Session at 10:01 p.m.

The Board came out of Executive Session at 10:55 p.m.

Motion:

Made by James Richards, seconded by Richard Pippin to approve a 2% salary increase for the Town Treasurer Catherine Cabral retroactive to July 1, 2012.

In favor: A Baker, D Nelson, R Pippin, J Richards

Opposed: none

Motion:

Made by Alan Baker, seconded by James Richards to approve an annual salary of \$70,000 for the First Selectman effective February 15, 2013.

During discussion of the motion, the First Selectman stated that the salary and benefits for the First Selectman position are not clearly documented and suggested that a contract could clearly state that information. The Board members felt a contract would not be appropriate for an elected position and recommended that a policy could provide clarification of the benefits that have traditionally been given to the First Selectman.

In favor: A Baker, D Nelson, R Pippin, J Richards

Opposed: none

XIII. Adjournment

The Meeting was adjourned at 11:00 p.m.

Respectfully Submitted,

Denise M. Piotrowicz
Recording Secretary

EXHIBIT A

**TOWN OF EAST WINDSOR
2012-2013
BUDGET TRANSFERS**

	Board of Selectmen/ Accounts						
Transfer #	Transfer	Account Dept/line	Department	Amount	Reason	Town Meeting	
	OTHER						
S2013-15	To	1-01-50-8410-8-890	Contingency	\$1,700.00	To cover sick/vacation payouts	X	
	From	1-01-10-1195-2-204	Retirement Enhancements				
S2013-16	To	1-01-50-8410-8-890	Contingency	\$8,175.50	To cover sick/vacation payouts	X	
	From	1-01-25-3195-2-204	Retirement Enhancements				
					To Designate the Part Time Grounds Salaries as its own separate line to be titled Ground Salaries within the Parks and Recreation Budget		
S2013-17	To	1-01-40-6315-1-101	PT Salary	\$10.00			
	From	1-01-40-6315-1-128	PT Ground Salary				
Pending Board of Finance approval, Town Meeting scheduled for							, 2013